

**Approved Minutes**  
**Enhanced 911 Commission Meeting**  
**October 4, 2002**  
**Department of Public Safety**  
**1111 Country Club Road**  
**Middletown, Connecticut**

**Commission Members**

Ernest Herrick, Chairman  
A. F. Dudek  
Richard Jackson  
Donald Richardson  
Gordon Shand  
Mike Stemmler  
Jeff Vannais  
Lee Vincent

**Representing**

Volunteer Fire Service  
Fire Chiefs' Association  
COST  
Wireless Services Representative  
Office of Emergency Medical Services  
Connecticut State Police  
PSAP Representative  
CCM

**Staff**

George Pohorilak  
Michael Guerrera  
Roy Piper  
Carol Szymanski  
Jerry Zarwanski  
Anne Finn

OSET  
OSET  
OSET  
OSET  
OSET  
OSET

**Others in Attendance**

Janet Ainsworth  
Frank Aiudi  
Stan Chesnas  
Larry Cole  
Frank Coyle  
Jon DonFrancisco  
Dinah Ghirardi  
John Gustafson  
Paul McNamara  
Tyler Millix  
Ed Pass  
Mark Pepe  
John Rehberg  
Carl Sawyer

DFEBS  
DOIT  
CSP  
SBC Telecommunications  
DOIT  
Quinebaug Valley ECC  
Groton ECC  
South Central Regional ECC  
Cox Communications  
Tolland County Mutual Aid Fire Service  
SBC/SNET  
TCI  
Valley Shore ECC  
Private citizen

**Call to Order**

Chairman Herrick called the meeting to order at 9:06 a.m. He noted that a quorum was present.

**Approval of E911 Commission meeting Minutes of July 12, 2002**

Commissioner Vannais made the motion and Commissioner Vincent seconded the motion to approve the July 12, 2002 meeting minutes. The motion was approved unanimously with one correction: Commissioner Vincent is a representative of CCM and not COST as noted in the attendance listing.

**Correspondence**

No correspondence had been received.

**New Member**

Richard Jackson, COST representative, was introduced and welcomed as the newest E 911 Commission member.

**Public Comment**

There was no public comment.

**Staff Reports****Training Program**

Mr. Pohorilak reported on the training program. The training program has been transferred to the Office of Education and Data Management (OEDM). OSET working with Wayne Mayheu, Director OEDM to streamline the administration of the Training Program. All PSAP's should now direct their training questions to OEDM.

**E9-1-1 Surcharge**

The E911 surcharge has been reduced beginning October 1, 2002 from \$.27 per single line to \$.20 per single line. OSET had anticipated purchasing a Geographic Information Systems (GIS) solution to the Phase II issue this fiscal year, but does not expect now to make that purchase within this fiscal year.

**Time Synchronization Bid**

The Time Synchronization bid has been publicized and a bid opening has been scheduled for October 15, 2002. We will report the successful bidder to the Commission at the next meeting in January. Commissioner Shand was thanked for his industriousness in pursuing this time synchronization solution for each of the PSAPs.

**CLEC Regulations & CLEC Reporting Requirements**

Mr. Guerrero summarized the regulations and discussed the requirements.

**GIS Request For Proposals**

OSET completed its efforts at drafting the GIS RFP in May of 2002. The RFP was initially stalled at DOIT, but new information has revealed that a master contract may be available for all state agencies to purchase a GIS software package without an RFP. A meeting is scheduled with several state agencies which will discuss needs across the state for GIS solutions.

**Unfinished Business****Wireless Phase I**

Mr. Guerrero reported that Phase I is complete. Commissioner Richardson noted that Phase I will continue to be an important part of wireless caller location determination. In cases where Phase II information is not received, Phase I detail will serve as a valuable back up. Mr. Pohorilak noted that carriers have submitted handset solutions and network solutions. The solutions require GPS-enabled to provide location information. The complete change out to GPS enabled phones will.

**Wireless Phase II**

George Pohorilak discussed the implementation of Phase II. Mr. Guerrero distributed a diagram to the Commission. Phase II is progressing quicker and more smoothly than expected. Phase II allows PSAPs to receive an "X" and "Y" coordinate. The state will purchase GIS software and hardware for each of the PSAPs so that the information received can be displayed on a map to reveal the location of the E911 wireless caller.

Mr. Pohorilak noted that if OSET can purchase GIS software from a master state contract, the ability to map wireless E911 callers may be feasible at PSAPs by April 2003.

#### **E9-1-1 User Group Meetings**

User group meetings have been set at four locations around the state. All E911 representatives have been notified of the meetings and have been asked to attend one meeting. The forum will be the same at all locations. The goal of these meetings is to inform PSAPs of initiatives by OSET which benefit the PSAP community and also to receive feedback from the PSAPs themselves as end users of the E911 system. Reverse 911 survey was mailed to all PSAPs, requesting input from the user community.

#### **E9-1-1 SNET Performance Report**

Mr. Guerrero summarized the report for the Commission.

#### **EMS Data**

Roy Piper summarized the data from all of the PSAPs. He distributed a report of E911 wireless and wireline calls, outlining the volume of calls at each PSAP for all of calendar year 2001 and the first half of the calendar year 2002.

Commissioner Vincent requested that OSET staff create a summary page for the EMS Fractile Data Report.

#### **New Business**

No new business was discussed.

#### **Public Comment**

John Gustafson noted that he believes that there are inherent inaccuracies in the reporting of dispatch times for the collection of EMS data.

#### **2003 Schedule**

The dates of next calendar year's meetings are January 3, 2003, April 4, 2003, July 11, 2003 and October 3, 2003. With the exception of avoiding a holiday, most meetings occur on the first Friday of the month.

#### **Adjournment**

Commissioner Vincent made the motion to adjourn and was seconded by Commissioner Richardson. The motion passed unanimously. The meeting was adjourned at 10:19 am.